

CHAPTER 15

SECTION 4

WEEKLY REPORTS TO TMA

1.0. ENROLLMENT AND CLAIMS PROCESSING STATISTICS REPORT

This report shall be telecopied to TMA and submitted to the Lead Agent in the format required by the Lead Agent, by noon, Mountain Time, of the first workday of the week following the week reported. Data to be reported include new enrollments and disenrollments; net opening and closing enrollment totals; outstanding enrollment applications sorted by aging category; claims - opening, pending, new receipts, adjustments identified, transfers, claims processed, and adjustments processed; and closing pending claims and adjustments, sorted by aging category.

2.0. CLAIMS AGING REPORT BY STATUS/LOCATION

Each contractor shall produce and furnish to the Contracting Officer's Representative Claims aging reports by Status Location on the first workday following the reporting week. One Status Location for all claims suspended and a separate status location report specific to TRICARE For Life claims is required. These reports shall be sorted to enable a count of the total number of claims pending for a specified length of time; e.g., over 30 days, over 60 days and over 120 days. A separate TRICARE For Life status location report shall be sorted to enable a count of the total number of TRICARE for Life claims in locations specific to TRICARE for Life for specified lengths of time; e.g., over 30 days, over 60 days and over 120 days. The contractor shall include excluded and retained claims on each report. These reports are internal reports for management used to track and expedite claims processing, but must be made available to Contracting Officer's Representative upon request. Unless specifically requested by TMA or unless the contractor customarily makes a run of these reports concurrent with preparation of the month-end reports to TMA, they need not balance with the end-of-month reports. Each contractor shall prepare an explanation of the individual reports and interpretation of the locations specific to each report to enable TMA staff to effectively review the data.

